



| | | | | |
|------|-----------------------|--|---|---|
| FROM | NAME & TITLE | ERIC W. TISO, SITE PLAN REVIEW COMMITTEE CHAIR | CITY of BALTIMORE MEMO |  |
| | AGENCY NAME & ADDRESS | LAND USE AND URBAN DESIGN DIVISION DEPARTMENT OF PLANNING 417 EAST FAYETTE STREET, 8 TH FLOOR | | |
| | SUBJECT | SITE PLAN REVIEW COMMITTEE MINUTES FOR MARCH 31, 2010 | | |

TO

DATE: April 14, 2010

Captain John Carr, Fire Department
Mr. Stanford Leach, Parking Authority
Mr. Kirkland Gabriel, DOT TEC
Ms. Valorie LaCour, DOT Planning
Mr. John Thumbi, DOT Traffic
Mr. Bill Beatty, Department of General Services
Dr. Nollie P. Wood Jr., Mayor's Office
Ms. Miriam Agrama, DHCD Plans Examining
Mr. Geoff Veale, Zoning Administrator
Mr. David Tanner, BMZA

In attendance were:

- Eric Tiso, Wolde Ararsa, Gary Letteron, Bob Quilter, Anthony Cataldo, Melvin Hicks, and Martin French for the Department of Planning;
- John Igwe and Milan Rai for HCD Plans Examining;
- John Thumbi, Mark Brown and Valorie LaCour for the Department of Transportation; and
- Stanford Leach for the Parking Authority;

Agenda

1. 18 West Saratoga Street – Automated Garage, Revised Design
2. 6613-6625 Hartwait Street – Hollabird Manor Condos PUD

18 West Saratoga Street – Automated Garage, Revised Design

Zoning: B-4-2

Plans Date: March 19, 2010

Block/Lot: 0580/023

Urban Renewal: Central Business District

Environmental: None

Historic: None

Total Site Area: ±14,161 sqft (disturbed area: 12,841)

Gross Square Footage: Not Listed

In addition to Committee Members and Planning staff, in attendance was:

- Basil Rousos, Peter Filat Architects;
- Richard Hillman, SMC
- Latoya Staten, Downtown Partnership;
- Gary Cole, Planning;
- Alex Hoffman, Planning;
- Kathleen Kotarba, CHAP; and
- Brigitte Fessenden, CHAP.

Project Summary:

This is a revised design from the prior review in June of 2009. The residential portion of the project has been removed, and the automated garage portion is now completely below-grade. There will be eleven parking levels below-grade, and one level of parking at-grade above, accessed from West Pleasant Street.

Comments & Issues:

- Site Plans/Operations:
 - Consider playing open the stairway entry in the southwest corner of the site. This will improve visibility from Saratoga Street into the stairway, and will increase safety for users. The committee understands that the applicant is examining this option already.
 - The committee had concerns about venting from the vehicles and machinery while the automated garage portion is operating. Vehicles will be turned off while being moved by the transporters in the garage, and so will not need ventilation below-grade. However, vents for the at-grade parking and office may be located in the wall along Sharp Street. There will not be any penetrations into the surface parking lot above. Such openings would most likely cause a problem, as any foreign objects accidentally dropped into such a vent opening would either drop to the very bottom of the garage some 71' down, may lodge in the machinery, or may strike a vehicles – none of these scenarios are particularly desirable for the applicants.
 - The committee also had concerns about noise. Vehicles will be turned off while being moved by the transporters in the garage, and so will not generate noise. The machinery is fairly quiet, in that they are hydraulically driven.
 - Applicants stated that perhaps only one attendant will be required to operate the automated garage portion at a minimum, though more may be on-site. The committee recommends that at least one staff person is provided to monitor the

West Pleasant Street parking level. This is most important after dark, and will help to provide a safer-feeling environment for after-hours users.

- For staging during construction, consider using North Sharp Street as the preferred choice, with West Saratoga as the next choice. Avoid stopping or blockage on West Pleasant Street.
- Environmental/Landscaping:
 - The proposed sidewalk on West Pleasant Street should be five feet in width (currently shown as seven feet in width). The nose of the island containing the gate arms should not project into the sidewalk. The sidewalk should be navigable by handicapped persons.
 - Green roof elements will be used to address the stormwater management program requirements. The committee defers to the UDARP panel for the design of that feature.
 - Contact Gary Letteron in the Office of Sustainability at 410-396-4369 for further assistance.
- Parking/Traffic:
 - The capacity of the garage has not increased from the previous number considered under the traffic impact study. The lower level and below have not changed in their configurations.
 - Please provide bike racks and/or storage lockers, either 3-4 racks (or equivalent), or meet the LEED silver requirement, whichever is greater.
 - The new surface-level parking deck, accessed from West Pleasant Street now shows 24 parking spaces, two of which are handicapped accessible.
 - The surface parking spaces above the garage should be marked for head-in parking only. A vehicle parked head-in into some of the spaces will not have sufficient room to turn around and exit the lot efficiently.
 - West Pleasant Street is currently a non-simultaneous two-way street. The committee felt that it may be better to have this changed to a one-way street, running westbound. The thought is that a one-way flow would reduce the potential for meeting another vehicle in the opposite direction, and perhaps forcing one to back out into the surrounding major streets. The committee understands that the current non-simultaneous two-way flow may be better to users of West Pleasant Street, in that if they are blocked from leaving this area by a stopped delivery truck (which can take up to 30 minutes to complete loading) that they will still have a way out of the interior of this block. Should there be interest in a one-way street flow, the president of the community association or anyone interested may make a written request for a traffic study, to the attention of Mr. Randall Scott, Chief of the Traffic Division within the Department of Transportation.
- Accessibility:
 - An elevator is provided for an accessible connection from Saratoga Street to the West Pleasant Street lot.
 - Two handicapped accessible parking spaces are provided in the West Pleasant Street lot, and two handicapped van spaces are provided within the automated garage portion of the site.

- Ensure that the loading areas (hatchment) for handicapped parking spaces are shown on the plans.
- Please show all handicapped ramps in sidewalks and curbing. Ensure they are oriented to sidewalks and crosswalks, not diagonally into the intersection or street.
- Historic Concerns:
 - The adjacent St. Paul's rectory is a local landmark, and so it should be protected from any potential damage during the construction process. As with the prior project approval, a pre-construction survey will be prepared and during construction monitoring will occur. Berkel & Company has been retained to perform this sensitive excavation of the site.
- Sanitation:
 - There are currently two dumpsters located at the top of the hill on North Sharp Street, at the intersection with West Pleasant Street. It is not clear who owns or leases these dumpsters, but they are in the public right-of-way. The committee understands that these dumpsters have been an ongoing concern for the Downtown Partnership. One option would be to pursue enforcement action, and have the dumpsters removed. As an alternate option, space could be provided in the "dead space" at the northeast corner of the surface parking lot in this project. This would be entirely at the property owner's option, and only with the full cooperation of the adjoining users of the dumpsters.
 - The committee requested that the Downtown Partnership see if they can assist in starting this dialog, should the applicant be interested in pursuing an on-site dumpster storage area for use by the current dumpster users. The dialog should include the maintenance and cleanliness of the proposed dumpster location.
- Plan Adjustments/Missing Site Plan Elements:
 - Please include the automated garage parking plan sheets with the next submittal, though they were approved in the June 2009 review, it would help to have one complete approved file.

Next Steps:

- Submit two complete paper sets of revised plans and one set in .pdf format for final approval and stamp.
- Continue with the scheduled UDARP follow-on review April 22nd.

NOTE:

- **Approvals of site plans are contingent upon the applicant fulfilling all the site plan requirements, Subdivision Rules and Regulations, Zoning Code requirements, Forest Conservation requirements, Critical Area and related environmental controls, Traffic Impact Study requirements, and addressing all comments provided by the Site Plan Review Committee during and after the plan review process.**
- **All approved final site plans must be stamped.**

6613-6625 Hartwait Street – Hollabird Manor Condos PUD

Zoning: R-5/R-6 (PUD)

Plans Date: 24 Jan 2010

Block: 6750, **Lots:** 16/17, 18/21, 22/26, 27/30, 31/35, 36/37, 38/39, 40/45, 78A, 79/82, 83/87, 88/91, and 92/93.

Urban Renewal: None

Environmental: None

Historic: None

Total Site Area: ±233,086

Gross Square Footage: ±94,743 total of all buildings

In addition to Committee Members and Planning staff, in attendance was:

- David Diesselhorst, Diesselhorst Group Architects;
- Frank Scarfield, Sr., Holabird Manor; and
- Frank Scarfield, Jr., Holabird Manor.

Project Summary:

This is an existing Planned Unit Development (PUD) of 1960s garden apartments with 18 dwelling units per building that have been demolished, and are ready for redevelopment. The concept for the late 1990s PUD was for a comprehensive care facility for seniors that did not materialize. The new proposal includes some assisted living care, retail and/or offices, multi-family mid-rise buildings and townhouse-style condominium units. A major amendment is required for this change.

Comments & Issues:

- Environmental/Landscaping:
 - There should be a landscape terminus at the backs of the townhouse alleys along the project boundary. Move the dumpster enclosures to the side of one of the townhouses.
 - Alleys between townhouses can be reduced to 20' from 22' between the closest townhouses, and the gained space added to the muses.
 - Match the streetscape plan on Dundalk Avenue. Move the sidewalk in a foot.
 - For the new median, since it will be built new, please include tree pit boxes. Contact Gary Letteron in the Office of Sustainability for assistance at 410-396-4369.
- Parking/Traffic:
 - The traffic circle should be 30' in diameter.
 - Line up the garage entries for the multi-family buildings across Manor Avenue.
 - There is a potential conflict in the garage entrance of the southernmost multi-family building and three of the adjacent townhouses. Consider relocating the garage entry to Manor Avenue.
 - Access drives to townhouse parking areas should be increased from 12' to 20' wide for two-way traffic flow.
 - Private pick-up of trash is expected.
 - Provide parallel parking along the length of Manor Avenue.

- Reconsider the sidewalk alignment at the traffic circle; it should be connected straight across, vs. bending eastward.
- This project may trigger a Traffic Impact Study (TIS). Please contact Jessica Weller in the Department of Transportation for their determination.
- Please provide bicycle racks by retail locations.
- Check with the Fire Department to see what design features they require for the traffic circle, to ensure their equipment can cross the circle without damage.
- Please show stop bars and stop sign locations.
- Accessibility:
 - All dwelling units are anticipated to be handicapped accessible.
 - Ensure that all handicapped ramps are shown on sidewalks, and that they orient across the crosswalks, not into the center of the intersection.
 - Please show accessible paths from handicapped parking spaces.
- Plan Adjustments/Missing Site Plan Elements:
 - One dumpster location was missing; please include it in the revised submittal.
 - Please include monumental signage locations in the revised plan.
 - Please ensure that all general notes and plan requirements are included in the revised submittal. Refer to SPRC Guidelines, section 9.0 and 9.1 for more details.

Next Steps:

- Submit two complete paper sets of revised plans and one set in .pdf format, and scheduled for follow-on review.

NOTE:

- **Approvals of site plans are contingent upon the applicant fulfilling all the site plan requirements, Subdivision Rules and Regulations, Zoning Code requirements, Forest Conservation requirements, Critical Area and related environmental controls, Traffic Impact Study requirements, and addressing all comments provided by the Site Plan Review Committee during and after the plan review process.**
- **All approved final site plans must be stamped.**